

ALAMEDA COUNTY
CONGESTION MANAGEMENT AGENCY

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CALL FOR PROJECTS

**2008/2009 TRANSPORTATION FUND FOR CLEAN AIR (TFCA)
PROGRAM MANAGER (40%) FUNDS**

January 2, 2008

Dear Project Sponsor:

The CMA is now requesting project submittals for the 2008/2009 Transportation Fund for Clean Air (TFCA) Program Manager (40%) Funds. Project applications are due at the CMA Office, 1333 Broadway, Suite 220, Oakland, no later than 3:00 P.M. January 25, 2008.

As the overall program manager in Alameda County, the CMA is responsible for programming 40% of the additional \$4 vehicle registration fee collected in Alameda County. The CMA will use 5% of the funds for program administration. Pursuant to the CMA's adopted Program guidelines, the remainder of the funds will be distributed as follows:

- 70% allocated to cities/county based on population, minimum \$10,000
- 30% allocated to the discretionary program for transit-related projects.

In the 1998/1999 cycle program, the CMA began programming the 30% discretionary transit component of the program on a two-year basis. The BAAQMD has interpreted recent revisions to the TFCA Program authorizing legislation that requires all Alameda County Program Manager Funds to be fully allocated annually. The BAAQMD has indicated they may allocate any unallocated funds directly. Based on this interpretation our goal is to program all available County Program Manager Funds at this time. Based on this policy, staff will consider both transit discretionary and the city/county allocations annually.

There will be approximately \$1,760,000 in new programming capacity available for the 2008/2009 program. The breakdown by category is shown in Attachment A.

The minimum funding level for project requests in the program is \$50,000. Sponsors are encouraged to pool their funds or include other supplemental funds in order to implement larger projects.

The CMA will measure the effectiveness level of TFCA funded projects using the TFCA cost of the project divided by an estimate of the total tons of emissions that are reduced due to the project. The Air District will only approve grant awards for projects included in County Program Manager expenditure plans that achieve a TFCA cost effectiveness, on an individual project basis, equal to or less than \$90,000 of TFCA funds per ton of ROG, NO_x and weighted PM₁₀ emissions reduced (\$/ton).

Program managers can only incur project costs after the date that a funding agreement is fully executed (i.e. signed by both the Air District and the Program Manager). Program Managers must expend the funds within two (2) years of the first transfer of funds from the air District to the Program Manager in the applicable fiscal year, unless a longer period is formally approved in advance by the Program Manager. Project sponsors will be notified when funds are received by the Program Manager.

The BAAQMD now requires certain insurance coverage to be in place to implement projects. Each project sponsor will be required to maintain general liability insurance, workers compensation insurance, and additional insurance as appropriate for specific projects. Coverage amounts required for each project will be specified in the project funding agreements. The Air District will be providing additional information regarding self insurance and documentation required in January 2008.

Timely Use of Funds

Sponsors are reminded that the Program Manager (40%) program is subject to the CMA's adopted timely use of funds policy. Unless an exception is requested in the application, sponsors must:

- 1) Execute the fund transfer agreement within three months of receipt from the CMA,
- 2) Begin initiation of the project/program within three months of executed funding agreement,
- 3) All TFCA funds must be expended within two years of first transfer of funds from the Air District to the CMA,
- 4) Sponsors must submit requests for reimbursement at least once per fiscal year.—Requests must be submitted within six (6) months after the end of the fiscal year, defined as the period from July 1 to June 30. All final requests for reimbursement must be submitted no later than six (6) months after the end of the fiscal year in which the project was completed,
- 5) Sponsors must submit annual progress reports within the period established by the Air District, and
- 6) Sponsors must submit required post-project monitoring reports within three months after the post-project evaluation period.

Application Packet

The application packet enclosed includes the following:

Attachment A	2008/2009 TFCA Fund Estimate	Reference information
Attachments 1-5	2008/2009 TFCA Funding Application	Form
Attachment 6	Final Project Monitoring Forms	Sample

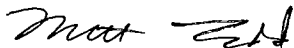
Sponsors will be required to collect data for monitoring requirements and submit annual and final project reports for TFCA-funded projects. Information on monitoring requirements and annual/final report outlines are also included in the packet.

Schedule

January 2, 2008	Call for Projects released
January 25, 2008	Applications Due to the CMA
March 2008	Draft Program List Circulated for Comment
April 2008	CMA Board to Adopt Final 2008/2009 Program
July 2008 (estimate)	BAAQMD Board Approves 2008/2009 Program
Fall 2008 (estimate)	Begin expenditure of 2008/2009 Projects. (Project Sponsors can only incur project costs after the date that the funding agreement was fully executed i.e. signed by both the Air District and the Program Manager).

If you have any questions please contact Annie Young at (510) 836-2560 or via email ayoung@accma.ca.gov.

Sincerely,



Matt Todd
Manager of Programming

Attachment